



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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December 16, 2011

TO: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe *Wendy L. Watanabe*
Auditor-Controller *by Schneiderman*

SUBJECT: **PROPOSITION A CONTRACT REVIEW – PROBATION DEPARTMENT
CLERICAL SERVICES AT FIELD AREA OFFICES
(Board Agenda 12/20/11, Item 45)**

Item 45 on your Board's Agenda for December 20, 2011 is a request from the Probation Department (Probation) to approve a modification to the Department's Proposition A contract with Apple One Employment Services for clerical services at Probation's Field Area Offices. The modification will add 28 additional staff to the Department's existing contract with Apple One to meet the additional workload from AB 109 – Realignment.

We have reviewed and approved the Proposition A cost analysis prepared by Probation, which indicates that the contract modification is cost effective. It should be noted that, because the actual amount of clerical services to be provided may be higher or lower than projected, the actual savings from the contract modification may be more or less than estimated. The contractor's proposed hourly wages to its employees comply with the County Living Wage Ordinance. When we reviewed the original contract in June 2011, we noted that the contract includes a Cost of Living Adjustment provision that is consistent with Board policy.

Please call me if you have any questions, or your staff may contact Robert Campbell at (213) 253-0101.

WLW:JLS:RGC:TK

c: William T Fujioka, Chief Executive Officer
Jerry E. Powers, Chief Probation Officer
Sachi A. Hamai, Executive Officer
Public Information Office
Audit Committee